



Performing User Acceptance Testing (UAT) in CAPPS Financials

Nov. 19, 2020

Goals of User Acceptance Testing

- 1. Review the **Service Request** (SR) where **User Acceptance Testing** (UAT) is required.
- Review the Functional Design Document (FDD) in SR 20643.
- 3. Review the *CAPPS FIN Test Plan* Section.
- 4. Test the **CAPPS FIN Test Plan**.
- Identify your agency business processes that may be affected by the update and test.
- 6. Update the SR with your testing documentation and comments.

Review the Service Request

Review **SR 20643** for details:

- Status Acceptance Testing
- Production Date 12/10/2020
- Agency Impact Y
- Description Short & Long

Project Documentation:

- FDD is attached for additional information
- Comments are listed that also note when UAT ends

Review the Functional Design Document

Functional Overview, Long Description provides the purpose of the FDD.

Detailed Design & Error Handling Section:

- Process Overview Gives a description of the issue
- Identified Issues Provides details of how the issue occurs
- Agency Impact Provides the effect upon the agency due to this issue
- Workaround Describes another process that the agency utilizes
- Replication Steps Lists steps to reproduce the issue

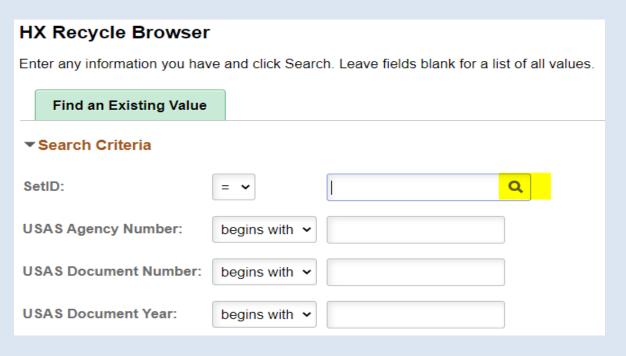
Review the CAPPS FIN Test Plan Section

CAPPS FIN Test Plan:

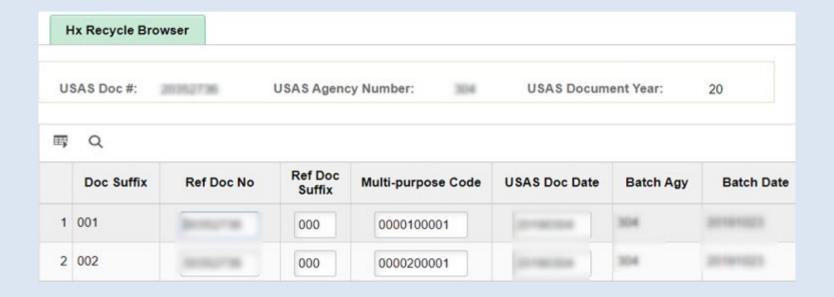
- Provides steps used to verify the issue has been corrected
- Agencies should assign the testing to a user who is familiar with the process
- User should access the UAT1 environment for testing
 https://erphcmuat.cpa.texas.gov/psp/pshcmuat1/?cmd=login&languageCd=ENG&
- Agencies should test each step and capture screen shots being sure to include the entire screen

- 1. Identify some transactions to update the Multi-Purpose codes from the PS_TX_US_ARCH_MAT Record.
- 2. Verify that only agency specific transactions are available for updating. Other agencies' transactions should not display.
- 3. Update the Multi-Purpose Codes for a transaction to be duplicates on the HX Recycle Browser page to generate a Save Edit error message (MULTI-PURPOSE-CODE is duplicated. Duplicates are not allowed.). The transaction should not save if the fields are duplicates.
- 4. Update the Multi-Purpose Code for another transaction where the entries are not duplicates on the HX Recycle Browser page. The Save Edit should not appear allowing the transaction to be saved.

- Step 1: Query the table or navigate to **HX Recycle Browser** in CAPPS to identify transactions to test.
- Step 2: When accessing the transaction online, only your agency should display in the SetID field; if outside agencies display for you, update the SR with this information.

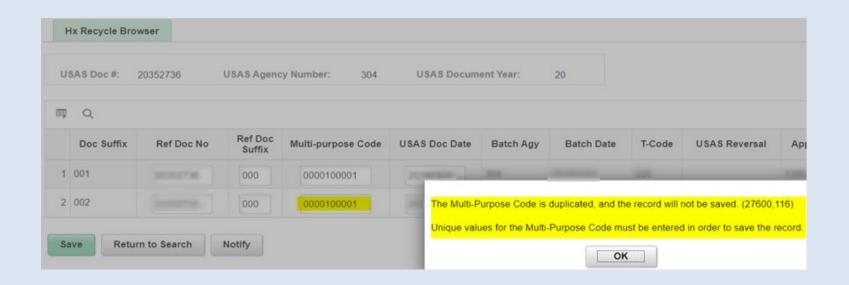


Step 3a: Select a transaction with multiple lines in order to edit the **Multi-Purpose Code** and save.



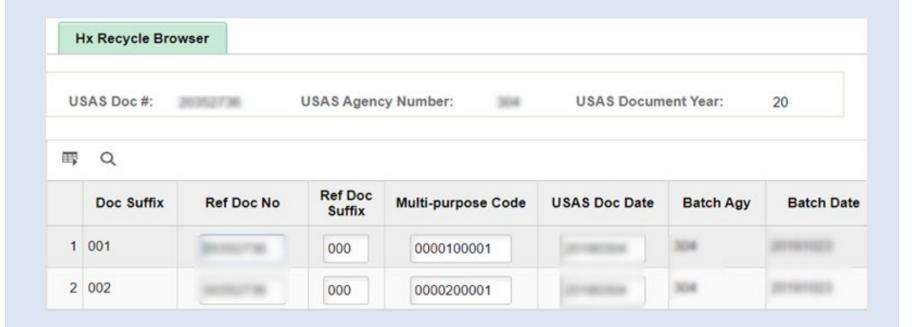
Step 3b: When the duplicate **Multi-Purpose Code** is updated and the transaction is saved, the user receives the following error message:

The Multi-Purpose Code is duplicated, and the record will not be saved. Unique values for the Multi-Purpose Code must be entered in order to save the record.



Step 4: The transaction can not successfully save if there is a duplicate. The error message continues to display.

When the duplicate entry is updated, the transaction is saved.



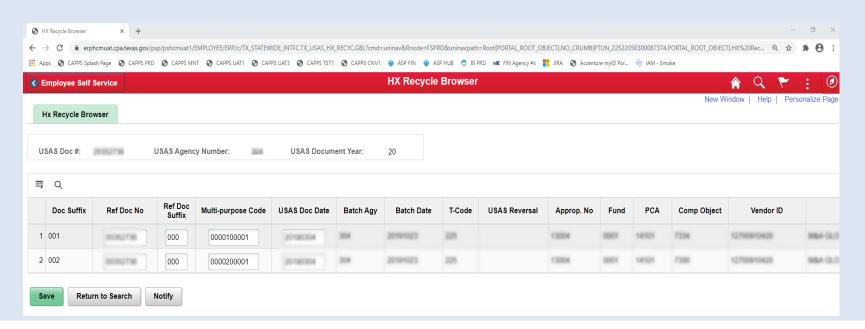
Identify Your Agency Business Process & Test

Identify if your agency has a business process that is similar to this.

- If you are not sure if a business process exists, be sure to ask just to verify.
- If one is identified, be sure to test that process to validate that it still works as expected.
- If you notice any differences, be sure to capture screen shots and notate it in the SR with comments.

Update the SR

- 1. Capture screen shots of your testing.
- 2. Include the entire screen.
- 3. Add comments indicating the testing results with a pass or fail.
- 4. Add screen shots to the SR.
- 5. Save the SR.



Questions, Comments or Concerns?

Questions?





Thank You!

CAPPS Production Support

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https://fmx.cpa.texas.gov/fmx/capps/